

## **Employment Opportunity**

### **YOUTH MINISTER**

#### **Immaculate Conception Parish**

300 Ansley Grove Rd Woodbridge, ON L4L 3W4

Part time (15-18 hours per week)

Target Hiring Salary: \$22 - \$26 per hour

#### **Overview:**

Immaculate Conception Parish is seeking a part time Youth Minister to establish and implement an all-encompassing strategy for a sustainable youth ministry.

This position requires at least 5-6 hours of work per week during the weekdays within the hours of 9 AM to 4 PM as needed by the pastor, including evenings and weekends.

#### **Responsibilities:**

##### *EDGE Youth Ministry Development*

- Oversee and direct ministry (grade 6 – 8 students) that provides a strong catechetical, social and relevant issue component to its sessions
- Recruit, develop, and oversee a team of volunteers to assist in ministry
- Establish and maintain a presence in parish schools and develop healthy relationships with staff and students
- Plan, promote, prepare resources, and execute bi-weekly session/gatherings
- Coordinate one or two retreats per year

##### *Confirmation Preparation*

- Work with existing team of volunteers to create a solid and engaging Confirmation preparation process
- Examine and note areas that can improve for following year offerings
- Research other preparation processes/material to help improve offerings
- Run and oversee an in-depth and transformative Confirmation retreat
- Follow up with Confirmandii post Confirmation, invite more into the parish

##### *Summer Camp Program*

- Oversee Totus Tuus preparation and logistics
- Network and review other parish camp offerings for points of comparison
- Develop plans for parish to run its own summer camp options/experiences for following summer

##### *Administration, Coordination, & Future Growth*

- Foster an environment that supports youth ministry across the parish and its various ministries
- Visit schools connected to the parish at least once to twice a week
- Review and prepare framework for the implementation of a high school aged youth ministry to begin in 2025 (this will lead to a changing role description and hours for the position)
- Network with existing youth ministers in the Archdiocese to enhance opportunities, experiences, and resources

- Recruit, form, and direct all youth ministry volunteers
- Oversee the youth ministry budget
- Develop social media platforms and networking options to communicate and enhance ministry outreach
- Attend conferences and events to support the ongoing development and growth of youth ministry
- Other duties, as required

**General Requirements:**

- Possess related education/formation/training background
- Be in full communion with the Catholic Church (fully sacramentally initiated; single, not in a common law relationship, or married in the Catholic Church); respectful of the Pope, bishops, and pastor
- Have a mature spiritual life
- Be a strong and proficient communicator with suitable administrative skills and strong interpersonal skills
- Have an ability to work collaboratively as a member of the parish pastoral team
- Be able to work evenings and weekends
- Excited about transmitting the Catholic Christian faith to the youth
- Must be legally entitled to work in Canada
- A criminal background check will be required of the successful applicant

Those wishing to be considered should submit their resume and cover letter in MS Word or PDF format to: **Fr. Eugene Chianaian** at **icparish@rogers.com**. Deadline for receipt of applications is **Until the position is filled**. We thank all applicants, however, only those selected for an interview will be contacted.

*In compliance with the Accessibility for Ontarians with Disabilities Act (AODA), the Archdiocese of Toronto provides reasonable accommodations to individuals with disabilities. If contacted for an interview, applicants should make any accommodation needs known at that time.*